

Higher National Unit specification

General information for centres

Unit title: Counselling: Relationship-Centred Counselling Skills: Stage 3 of the Three-Stage Integrative Model

Unit code: F1ET 34

Unit purpose: This Unit is designed to enable the candidate to develop the skills and knowledge required to apply Stage 3 of the Three-stage Counselling Process. During delivery for this unit, there will be regular opportunity for practice observation, feedback, discussion and review. The unit is underpinned by the British Association of Counselling and Psychotherapy (BACP) Ethical Framework for Good Practice in Counselling.

On completion of the Unit the candidate should be able to:

- 1 Explain the Stage 3 skills within the counselling process.
- 2 Demonstrate Stage 3 counselling skills with a range of clients.
- 3 Evaluate and reflect on personal development and learning within Stage 3.

Credit points and level: 1 HN credit at SCQF level 7: (8 SCQF credit points at SCQF level 7*)

**SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

Recommended prior knowledge and skills: Access to the Unit is at the discretion of the centre, however candidates should have well developed communication skills. The candidate should also have completed Units *Counselling: Relationship-centred Counselling Skills: Stage 1 of the Three-Stage Integrative Model* and *Counselling: Relationship-centred Counselling Skills: Stage 2 of the Three-Stage Integrative Model* prior to this Unit.

Core Skills: There may be opportunities to develop the Core Skills of Communication, Problem Solving and Working with Others at Higher level in this Unit, although there is no automatic certification of Core Skills or Core Skills components.

Context for delivery: If this Unit is delivered as part of a Group Award, it is recommended that it should be taught and assessed within the subject area of the Group Award to which it contributes. This Unit is part of the Group Award HNC Counselling.

Assessment: Specific advice on assessment for this Unit is given for each Outcome. Candidates must achieve all of the minimum evidence specified for each Outcome in order to pass the Unit. Outcome 1 is assessed by an assignment consisting of extended response questions. Outcome 2 is assessed by simulation/role-play using an observation checklist and Outcome 3 by written reflective accounts.

Higher National Unit specification: statement of standards

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The sections of the Unit stating the Outcomes, Knowledge and/or Skills, and Evidence Requirements are mandatory.

Where evidence for Outcomes is assessed on a sample basis, the whole of the content listed in the Knowledge and/or Skills section must be taught and available for assessment. Candidates should not know in advance the items on which they will be assessed and different items should be sampled on each assessment occasion.

Outcome 1

Explain the Stage 3 Skills within the Counselling Process

Knowledge and/or Skills

- ◆ Client readiness — verbal and non-verbal
- ◆ Goal Setting
- ◆ Programme Possibilities
- ◆ Dynamics of programmes for constructive change
- ◆ Methods of ending Counsellor/Client relationship

Evidence Requirements

Candidates will need to provide evidence to demonstrate their Knowledge and/or Skills by showing that they can:

- ◆ explain client readiness
- ◆ describe the dynamics involved in helping clients to change
- ◆ explain equal opportunities issues
- ◆ explain goal setting and its appropriate application
- ◆ describe methods for ending the Counsellor/Client relationship

Assessment Guidelines

Evidence could be generated through an assignment consisting of extended response questions.

Higher National Unit specification: statement of standards (cont)

Unit title: Counselling: Relationship-Centred Counselling Skills: Stage 3 of the Three-Stage Integrative Model

Outcome 2

Demonstrate Stage 3 Counselling Skills with a Range of Clients

Knowledge and/or Skills

- ◆ Range of Clients
- ◆ Goal setting methods in relation to client's needs and aims
- ◆ Goal setting in relation to client's aims
- ◆ Action planning linked to goals
- ◆ Difficulties common in Stage 3
- ◆ Methods of ending relationships

Evidence Requirements

Candidates will need evidence to demonstrate the specified Knowledge and/or Skills by showing that they can:

- ◆ demonstrate goal setting methods for two clients
- ◆ manage the counsellor / client relationship
- ◆ justify skills employed
- ◆ demonstrate methods of ending the relationship

Assessment Guidelines

Evidence could be generated by observation of candidate in role of counsellor and recorded using an observation checklist.

Outcome 3

Evaluate and Reflect upon Personal Learning and Development within Stage 3

Knowledge and/or Skills

- ◆ Strengths and developmental needs
- ◆ Self awareness and personal growth
- ◆ Increased awareness of relationships
- ◆ Reflection

Higher National Unit specification: statement of standards (cont)

Unit title: Counselling: Relationship-Centred Counselling Skills: Stage 3 of the Three-Stage Integrative Model

Evidence Requirements

Candidates will need evidence to demonstrate the specified Knowledge and/or Skills by showing that they can:

- ◆ analyse strengths and identify development needs
- ◆ explain the impact on the counselling relationship
- ◆ all of the relationships
- ◆ describe the knowledge and skills gained
- ◆ describe insights into relationships
- ◆ critically evaluate their own development

Assessment Guidelines

Evidence could be generated by a written and or oral reflective account to show that the candidate can demonstrate development and personal learning.

Administrative Information

Unit code:	F1ET 34
Unit title:	Counselling: Relationship-Centred Counselling Skills: Stage 3 of the Three-Stage Integrative Model
Superclass category:	PM
Original date of publication:	April 2007
Version:	02

History of changes:

Version	Description of change	Date
02	Unit purpose updated to include the BACP statement	10/03/2017

Source: SQA

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Higher National Unit specification: support notes

Unit title: Counselling: Relationship-Centred Counselling Skills: Stage 3 of the Three-Stage Integrative Model

This part of the Unit specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 40 hours.

Guidance on the content and context for this Unit

This specialist Unit is designed to allow candidates to build up a knowledge and understanding of relationship-centred counselling. In order to achieve the Outcomes as stated, this Unit requires that the student will take notes in lectures and discussions, compile given assessments, read relevant books and articles as advised, watch relevant videos and take part in and contribute to group discussions and exercises. This Unit should be integrated with other counselling Units comprising of counselling skills and the associated theory Units and is intended for those preparing to work or already working in this field.

Guidance on the delivery and assessment of this Unit

Outcome 1

Outcome 1 explains the Stage 3 skills within the counselling process

- (a) **Client readiness**
Verbal, non-verbal.
- (b) **Dynamics**
Goal setting, identification of programme possibilities, programme choice, implementation of programme, evaluation of programme.

Outcome 2

Outcome 2 involves counselling a range of clients using Stage 3 skills. Safety of students is paramount so it is important to stress that simulation/role-play is acceptable. The following should be covered:

- (a) **Appropriate**
Specific, measurable, appropriate to client values, realistic, time orientated.
- (b) **Goal setting methods**
Quickthink / Brainstorming, Forcefield Analysis, Decision Balance techniques.
- (c) **Client needs**
Conclusion of the counselling relationship
Ending the counselling relationship should cover any onward referral

Higher National Unit specification: support notes (cont)

Unit title: Counselling: Relationship-Centred Counselling Skills: Stage 3 of the Three-Stage Integrative Model

Outcome 3

Outcome 3 gives candidates the opportunity to demonstrate their personal learning and apply the counselling concepts to their relationships.

The following should be considered:

Relationships; friends, family and course members.

Key texts:

Cully. S (1991)
Integrative Counselling Skills in Action
Sage Publications
ISBN 0-8039-8277-1

Egan. G (1998)
The Skilled Helper — Sixth Edition
Brookes-Cole
ISBN 0-534-34-948-X

Hill. CE, O'Brien. K (1999)
Helping Skills
American Psychological Association
ISBN 1-55798-572

McLeod J (1998)
An Introduction to Counselling — Second Edition
Open University Press
ISBN 0-335-19709-4

Opportunities for developing Core Skills

There may be opportunities to develop the Core Skills of Communication, Problem Solving and Working with Others at Higher level in this Unit, although there is no automatic certification of Core Skills or Core Skills components.

Open learning

Due to the experiential and participatory nature of the content of this Unit, it is not appropriate for open learning.

Higher National Unit specification: support notes (cont)

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Candidates with disabilities and/or additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering alternative Outcomes for Units. Further advice can be found in the SQA document *Guidance on Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs* (www.sqa.org.uk).

General information for candidates

Unit title: Counselling: Relationship-Centred Counselling Skills: Stage 3 of the Three-Stage Integrative Model

This Unit is designed to provide you with the specialist skills and knowledge required to apply Stage 3 of the three-stage Counselling Process — skills for exploration.

On completion of the Unit you should be able to:

- ◆ explain the Stage 3 skills within the counselling process
- ◆ counsel a range of clients using Stage 3 skills
- ◆ demonstrate personal learning

You will be assessed by a written assignment consisting of extended response questions for Outcome 1. Outcome 2 is assessed by a practical activity which could be in the form of role-play and Outcome 3 by written reflective accounts.